

***United States Bankruptcy Court
Northern District of Florida***

On-Line Training Exercises for Limited Access Users

Use the test case number you received with your login and password to complete all of the exercises.

1. Create a *Request for Notice (for non-attorneys) in .pdf format and file it in your test case. See Section 7 of the Creditor/Claimant Filing Manual.

*If you are an attorney, please create and file a Notice of Appearance and Request for Notice.
2. Create a Reaffirmation Agreement in .pdf format and file it in your test case. See Section 6 of the training manual.
3. File a Proof of Claim on behalf of your company in your test case; attach supporting documentation. See Section 4 of the training manual.
4. Create an assignment of claim in .pdf and file it in your test case. See Section 5 of the training manual.

Please notify Kathy Conn at Kathy_Conn@flnb.uscourts.gov when you have completed these exercises. She will then issue your password and login to the “Live” database.